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TO : Director of Training

DATE: 2 June 1960

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FROM : Chief, Plans and Policy Staff

SUBJECT: Weekly Activity Report #22

1. Educational Specialist

H [] reported to OTR on 1 June 1960 from the Office of Personnel for a three-month detail with PPS/TR. He will assist [] in the latter's Educational Specialist duties, particularly the conduct of Instructional Techniques courses. It is very likely that we will wish to extend his detail an additional three months in order to permit a real test of [] capabilities. We hope to have him produce a useful training paper on the use of interpreters in training. This would be done in collaboration with Overseas Training Branch and it will include materials requested by CO/OS/TR from []

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2. Service Schools - "Feedback"

The proposed letter to armed services colleges to obtain "feedback" on CIA presentations has been redrafted and will be resubmitted to DTR for approval. Pursuant to the closing remarks of this draft, it is suggested that arrangements be made with the services to have college commandants visit the DTR when they come to Washington for military consultations.

3. Intelligence Products Exhibit

In response to [] query, PPS advised her to mention in her OTR Bulletin announcement of the Intelligence Products Exhibit that it will also be attended by some 30 representatives of other USIB agencies.

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4. Coordination of Draft Regulations

Pursuant to DTR's wishes, PPS has advised R/TR [] to "coordinate" at the working level any draft regulation, instruction, or notice which affects another component's jurisdiction, responsibilities, or training interests or working relationships with OTR. This working level is considered to be a part of "staffing out" and not official, component concurrence in the proposed issuance.

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5. Special Forces

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At the request of [] CA/PMG, arrangements have been made through C/OS for [] Special Forces, to meet with [] [] and [] during the week of 6 June 1960, to discuss the Intelligence section of a Special Forces manual which we had previously critiqued. [] will be among those attending the special E&E Course, 6-10 June.

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6. Education Committee

The Education Committee met Thursday morning, 2 June, with the intent of recommending the training report system to DTR. A full report of this meeting will be submitted separately.

7. Educational Specialist's Meeting with LAS

On Thursday, 2 June, [] met with [] and members of the LAS working out a procedure to help them in their problem of instruction. It appears as if it will take the following form:

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a. spend a few days visiting actual instructional situations to become acquainted with their methods, procedures, and personnel;

b. conduct several Instructional Techniques Courses;

c. institute a program of monitored instruction with the intent of making suggestions for general improvement.

8. Draft of "A Review of Personnel Management Aspects of the JOT Program"

A draft "A Review of Personnel Management Aspects of the JOT Program" has been completed. It is based on a fairly extensive look at this problem by Bill Vance.

9. Staff Study

[] called PPS at 1045 on 1 June to discuss our Staff Study, subject: "Concept of Advanced Officer Training Program for DD/P". In his opinion, our three-phase training concept has merit and we should get on with the process of getting the idea officially on the books and working out the details of the program. He pointed out that any such program will require some adjustment as concerns experienced employees

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whose training needs will differ widely. For this reason the program is most applicable to JOT's and others coming on board in the future. He believes that the only way in which a program can work in the long run is to make the program mandatory at some fixed point in the officer's career as a prerequisite to promotion and more responsible job assignment.

[] has discussed the paper with [] He suggested that DTR send the paper to [] with a brief covering memorandum suggesting the matter officially be discussed by DD/P and DTR with a view to issuing instructions to implement the concept.

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